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SUPERVISORY OPERATIONS RESEARCH ANALYST	
OPEN PERIOD 01/09/2001 - 01/23/2001	
SERIES/GRADE: GS-1515-15/15	
SALARY: \$ 85,832 TO \$ 111,581, ANNUAL	PROMOTION POTENTIAL: GS-15
ANNOUNCEMENT NUMBER: HRSCC-01-0108	
HIRING AGENCY: NAVY FIELD OFFICES	
DUTY LOCATIONS: 0001 WASHINGTON, DC	
REMARKS: No further information provided.	
CONTACT:	DIANN DODGE
	PHONE: (202) 764-1240
	DEPARTMENT OF THE NAVY
	NEBRASKA AVENUE COMPLEX
	291 CRYPTOLOGIC COURT NW
	DEU, CODE 52
	WASHINGTON, DC 20393

Full vacancy announcement follows. Please be sure to review for complete qualification and "How to Apply" information.

Vacancy Announcement
DEPARTMENT OF THE NAVY
NAVY FIELD OFFICES

Vacancy Announcement Number: HRSCC-01-0108

Opening Date: 01/09/2001

Closing Date: 01/23/2001

Position: SUPERVISORY OPERATIONS RESEARCH ANALYST
GS-1515-15/15

Salary: \$85,832 per year - \$111,581 per year

Promotion Potential: GS-15

Duty Location: 1 vacancy at WASHINGTON, DC

Applications will be accepted from:

This is both a merit promotion and a public notice (competitive procedures) announcement and is open to all U.S. citizens. Applications will be accepted from both status and non-status candidates, to include reinstatement eligibles and qualified individuals who are eligible for employment under special non-competitive appointing authorities, (i.e. persons with disabilities, VRA, disabled veterans, Veteran's Employment Opportunities Act of 1998 (VEOA) preference eligibles, or veterans who have been separated from the Armed Forces under honorable conditions after 3 or more years of continuous active service). This position is subject to the provisions of the DoD Priority Placement Program (PPP) and the Interagency Career Transition Assistance Plan (ICTAP).

****APPLICANTS APPLYING UNDER ONE OF THE SPECIAL NON-COMPETITIVE APPOINTMENT AUTHORITIES LISTED ABOVE MUST IDENTIFY THE DESIRED METHOD AT THE TOP OF THEIR APPLICATION. IF A SPECIAL APPOINTMENT AUTHORITY IS NOT DECLARED, THE APPLICATION WILL BE EVALUATED UNDER COMPETITIVE PROCEDURES. STATUS CANDIDATES (CURRENT FEDERAL EMPLOYEES) WHO WISH TO APPLY UNDER MERIT PROMOTION AND COMPETITIVE PROCEDURES MUST SUBMIT TWO COMPLETE APPLICATIONS FOR DUAL CONSIDERATION. ALL ELIGIBILITY REQUIREMENTS FOR STATUS CANDIDATES MUST BE MET BY THE CLOSING DATE OF THIS ANNOUNCEMENT. ****

Major Duties: The incumbent is the principal consultant to the Director and Deputy Director, Naval Center for Cost Analysis (NCCA), and senior specialist on the subject of the analysis of Visibility and Management of Operating and Support Costs (VAMOSC) data for all Navy associated systems. As Head, Cost Analysis Tools Division, the incumbent directly supervises a staff of professional cost analysts. The incumbent is responsible for insuring the timely performance of a satisfactory quantity and quality of work by these professionals, and reviewing, accepting, amending or rejecting their work. The incumbent is also responsible for giving advice, counsel or instruction to individual employees, hearing and resolving complaints, effecting minor disciplinary measures, and identifying developmental and training needs for employees. In addition, the incumbent oversees and coordinates senior analysts from external sources such as contractors, and directs and reviews team efforts involving participants from the SYSCOMS, laboratories, field activities and industry. The incumbent is the principal expert at NCCA on weapon systems data and the cost analysis for systems that are under the purview of the VAMOSC. Assumes responsibility for the preparation and collection of cost data on weapon systems and will provide counsel on the quality and adequacy of program Operating and Support (O&S) cost data. Serves as the manager, principal monitor and assessor of all cost issues related to the Navy's VAMOSC program. Anticipates future problems by assessing the accuracy of all VAMOSC data released to all agencies, both government and industry. Adapts mathematical, statistical, economic and other scientific methods to Navy cost analysis applications, and using the adaptations, formulate policy and procedures that will aid NCCA's efforts to improve cost estimating/analysis for ships, ship systems, aircraft, aircraft systems, missiles and ground systems within the Department of the Navy (DON).

Qualifications Required:

BASIC REQUIREMENTS: Degree: in operations research; or at least 24 semester hours in a combination of operations research, mathematics, probability, statistics, mathematical logic, science, or subject-matter courses requiring

substantial competence in college-level mathematics or statistics. At least 3 of the 24 semester hours must have been in calculus. Evaluation of Education: The primary requirement of operations research work is competence in the rigorous methods of scientific inquiry and analysis rather than in the subject matter of the problem. Therefore, applicants should have sufficient knowledge of applied mathematics to understand and use the fundamental concepts and techniques of operations research methods of analysis. Courses acceptable for qualifying for operations research positions may have been taken in departments other than Operations Research, e.g., Engineering (usually Industrial Engineering), Science, Economics, Mathematics, Statistics, or Management Science.

ADDITIONAL EXPERIENCE AND/OR EDUCATION REQUIREMENTS: One year of specialized experience equivalent to at least the GS-14 grade level in the federal service. Specialized experience is experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. Substitution of Education GS-12 and above: None.

DEFENSE ACQUISITION WORKFORCE REQUIREMENTS (Quality Ranking Factor): An applicant should: 1) Be a member of the Acquisition Professional Community (APC) or have an ability to obtain membership prior to assignment; 2) Have an ability to meet Level III Career Field mandatory certification level requirements; and 3) Have ten years of acquisition experience, four of which were in a critical acquisition position (GS-14 or above). 'The vacancy may be filled by a non-APC member only when it is determined that qualified APC members are not available.' In such cases, a Civilian Acquisition Position Assignment waiver must be approved prior to placement in the position.

Knowledges, Skills and Abilities Required:

1. Knowledge of the theories, principles, and practices of cost analysis of automated information systems (AIS) and/or weapon systems.
2. Skill in the application of operations research and statistical techniques to develop, maintain and use the VAMOS databases.
3. Knowledge of Department of Defense and/or acquisition procedures, life cycle cost analysis requirements, and cost data reporting of AIS and/or weapons systems.
4. Ability to communicate orally and in writing.
5. Ability to obtain membership in the Acquisition Professional Community (APC) Corps (or another Defense Acquisition Corps) and Certification to Level III of the Business, Cost Estimating, and Financial Management Career Field.

Basis of Rating:

Applicants will be evaluated initially against the above qualification requirements in order to determine if they meet the minimum requirements for the position. Eligible candidates will then be rated according to their possession of the following knowledge, skills, and abilities (KSA's) to determine the best qualified. These factors are essential for an employee to perform the duties of the position. It is also highly recommended that you complete and sign the Defense Acquisition Certification Requirements, i.e., the Quality Ranking Factor. Quality Ranking Factors are knowledge, skills, and abilities that could be expected to significantly enhance performance in a position. Applicants who possess such KSA's will be ranked above those who do not. As a supplement to your application, it is recommended that you use a separate sheet of paper to list each KSA and give examples of work experience or training/education that are directly related to that KSA. Your application may not receive proper consideration unless you provide this supplemental

information. The numerical score that you achieve on this rating determines your standing on the competitive referral list of eligibles, (i.e., you are placed on the list in the order of the numerical score that you achieve). Merit Promotion candidates' experience, education, training, awards, and supervisory appraisals are considered in the ranking process. Merit Promotion candidates are encouraged to also submit their most recent supervisory performance appraisal.

Pay, Benefits and Work Schedule:

Conditions of Employment:

CONDITIONS OF EMPLOYMENT (THE FOLLOWING STATEMENTS ARE APPLICABLE IF CHECKED):

☒ A supervisory/manager probationary period of one year may be required.

☐ A drug test will be required.

☐ A physical examination will be required.

☐ PCS moving expenses will be paid.

☐ Relocation expenses will be paid.

☐ Travel may be required.

☐ Security clearance will be required.

☐ Other:

Other Information:

THE FOLLOWING INFORMATION APPLIES TO ALL VACANCIES:

1. APPLICATION MATERIAL MUST BE RECEIVED BY THE CLOSING DATE LISTED ON THIS VACANCY ANNOUNCEMENT. All applications and supporting documentation become the property of the HRSC Capital and will not be returned or duplicated once submitted.

2. Applications must be submitted by mail to the address listed at the end of this vacancy announcement. Applications submitted via fax or email cannot be accepted.

3. USE OF GOVERNMENT FRANKED ENVELOPES TO MAIL APPLICATIONS IS PROHIBITED. HRSC CAPITAL WILL RETURN APPLICATIONS RECEIVED IN THIS MANNER.

4. Selectees will be required to participate in direct deposit/electronic funds transfer as the standard method of payment.

5. This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

6. Male applicants born after December 31, 1959, must certify at the time of appointment that they have registered with the Selective Service System, or are exempt from having to do so under Selective Service law.

FJOB#:

VETERANS' PREFERENCE: Applicants claiming veterans' preference who are still on active duty will be granted 5-point tentative preference if their application indicates that they have the required military service, such as service in a war, campaign, or expedition. Applicants claiming 10-point preference on the basis of a disability must include appropriate documentation from the military service or Department of Veterans Affairs before 10-point preference can be awarded. At the time of appointment, all candidates must produce a DD Form 214 documenting honorable service. NOTE: These instructions apply only to veterans who are still on active duty and therefore cannot obtain a DD Form 214. Veterans who have been separated from the military must provide a DD Form 214 to document their claimed service.

MILITARY SPOUSE PREFERENCE: Spouses wishing to exercise military spouse preference must provide written notification as part of the application material and include a copy of their military sponsor's Permanent Change of Station (PCS) orders. Preference will be applied only if requested, the individual is eligible, and within reach for appointment.

UNPAID EXPERIENCE OR VOLUNTEER WORK: Credit will be given for unpaid experience or volunteer work such as community, cultural, social service, and professional association activities on the same basis as for paid experience. To receive proper credit, you must show the actual time in years, months, and hours per week spent in such activities.

REASONABLE ACCOMMODATION: The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact the Equal Employment Opportunity staff at the HRSC Capital at (202) 764-1365, DSN: 764-1365 to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case-by-case basis.

NOTICE TO VETERANS

1. As part of the Defense Authorization Act for FY 1998, Congress has approved two new veterans' preference laws that have a retroactive effective date. The two provisions in the new Defense Authorization Act became effective on the date of enactment, November 18, 1997.

a) Section 1102 of Title XI, accords veterans' preference to anyone who served on active duty during the Gulf War from August 2, 1990 through January 2, 1992. The law grants preference to anyone who is otherwise eligible and who served on active duty during this period regardless of where the person served or for how long. ("Otherwise eligible" means that the person must have been released from the service under honorable conditions and must have served a minimum of two years on active duty, or if a Reservist, must have served the full period for which called to active duty. For example, a soldier who was serving on active duty as of August 2, 1990, would have to complete a minimum period of two years, while a Reservist who was called to active duty for one month during this period and spent it all at the Pentagon would be eligible for preference.)

b) Section 572 of Subtitle G authorizes the Armed Forces Expeditionary Medal (AFEM) for service in Bosnia during Operation Joint Endeavor (November 20, 1995 - December 19, 1996) and Operation Joint Guard (December 20, 1996 - June 20, 1998). In April 1999, DoD approved the awarding of the AFEM for those veterans who served in the former Yugoslavia in Operation Joint Endeavor and Operation Joint Guard. (The Armed Forces Service Medal was previously authorized for this service.)

2. Additional information on veterans' preference is available in the Vet Guide located on the U.S. OPM website at www.opm.gov.

NOTICE TO DISPLACED FEDERAL EMPLOYEES (for all Federal Agencies)

SPECIAL SELECTION PRIORITY PROVISIONS FOR DISPLACED FEDERAL EMPLOYEES UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE PLAN (ICTAP)

If you are a displaced Federal employee or are otherwise eligible, you may be entitled to receive special selection priority under the Interagency Career Transition Assistance Plan (ICTAP). To receive this priority you must:

1. Be a displaced Federal employee. You must submit with your application a copy of the appropriate documentation, such as a RIF separation notice, a Standard Form 50 reflecting your RIF separation, or a notice of proposed removal for declining a directed reassignment or transfer of function to another commuting area. The following categories of persons are considered displaced employees:

a. Current or former career or career-conditional (Tenure Group I or II) competitive service employees who:

- 1) Received a specific RIF separation notice; or
- 2) Separated because of a compensable injury or illness, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or
- 3) Retired with a disability; or
- 4) Upon receipt of a RIF separation notice, retired on the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF, or retired under the discontinued service retirement option; or
- 5) Received a notice of proposed removal for declining a directed reassignment or a transfer of function or directed reassignment to another commuting area.

OR

b. Former Military Reserve or National Guard Technicians who are receiving a special OPM disability retirement annuity under Section 8337 (H) or 8456 of Title 5 United States Code.

2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.

3. Have a current (or last) performance rating of record of at least fully successful or the equivalent. You must submit a copy of the performance rating with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement.)

4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting selection priority.

5. File your application by the closing date of the vacancy announcement and meet all of the application criteria (e.g., submit all required documentation, etc.)

6. Be rated well qualified for the position. Well qualified is defined as a rating of 90 points or higher, not including veterans' preference.

ACQUISITION WORKFORCE POSITION REQUIREMENTS

QUALITY RANKING FACTORS

1. ACQUISITION PROFESSIONAL COMMUNITY (APC) MEMBERSHIP

The selectee must become a member of the APC before appointment to the position. If a qualified APC member is available, a non-member cannot be appointed to the position without approval of an assignment waiver given by the Director, Acquisition Career Management (DACM). All applicants must meet either the requirements in Section A, or complete the checklist in Section B.

Section A

() I am currently a member the Department of the Navy (DON) Acquisition Professional Community or the Acquisition Corps of another Department of Defense (DOD) component as evidenced by the attached approved membership application form or membership certificate (copy is required to be submitted with application).

Section B

() I have met the following requirements for APC membership:

() 1a. I have a baccalaureate degree from an accredited educational institution; OR

() 1b. I served in an acquisition position on 1 October 1991, had less than 10 years of acquisition experience as of 1 October 1991, and have 24 semester credit hours in the business related disciplines listed in 2a. below.

() 2a. I have 24 semester hours (or quarter hour equivalent) from an accredited institution of higher education among the following disciplines: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management; OR

() 2b. I have 24 semester credit hours (or quarter hour equivalent) from an accredited institution of higher education in my primary acquisition career field and 12 semester credit hours (or quarter hour equivalent) from such an institution among the disciplines listed in 2a. above.

() 3. I do not meet 1 and/or 2 above; but as of 1 October 1991, I had at least 10 years experience in federal government acquisition position(s), or comparable position(s) in the private sector (DO NOT CHECK IF 1 OR 2 ARE MET).

() 4. I have completed all current mandatory Level II or Level III training requirements in my primary career field; OR I am certified at either Level II or Level III in my primary career field.

() 5. I have at least 4 years experience in federal government acquisition position(s), or comparable position(s) in the private sector (1 year of academic training/education in acquisition may be credited toward this experience requirement).

II. CAREER FIELD CERTIFICATION

This position is in the Business, Cost Estimating, and financial management Career Field. The candidate should possess Level III career field certification in this career field prior to appointment to this announced position. If the selectee is not certified at the time of appointment to the position, the selectee has until 1 October 2001 or 18 months, whichever is later, to achieve certification. The applicant must meet the requirements in Section A, or complete the checklist in Section B below.

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Section A

() I am currently certified at Level III in the above listed career field as evidenced by the approval certification form submitted with my application package; OR

Section B

() I have met the following Level III career field requirements:

EDUCATION:

EXPERIENCE:

TRAINING:

Ten years acquisition experience. Four years in a Critical Acquisition Position.

IV. TENURE AGREEMENT

DAWIA requires that persons selected for a Critical Acquisition Position must sign a tenure agreement prior to assignment.

The tenure agreement for this position is a minimum of XX years.

V. CERTIFYING STATEMENT

The information that is provided in this application is accurate to the best of my knowledge. I understand that, if selected, I will be required to sign a tenure agreement.

NAME

SSN

SIGNATURE

How To Apply:

- (1) SF-171 application, or OF-612 Optional Application Form for Federal Employment, or Resume.
- (2) A copy of your last appointment and/or separation Notification of Personnel Action (SF-50) is required for individuals applying under reinstatement eligibility. Status employees must submit their most recent SF-50 showing promotion or within-grade increase to determine time-in-grade.
- (3) If claiming veteran's preference, you must submit a copy of your DD214. Applicants claiming 10-point preference must also complete and submit Standard Form (SF) 15, application for 10-point veteran preference.
- (4) On a separate sheet of paper, a narrative response to each KSA listed above is recommended.
- (5) A college transcript documenting college courses and scholastic achievement is required at the time of appointment. Failure to submit a transcript with your application may result in your application being rated ineligible for this position.

All applications or resumes must include the following information:

1. Announcement number, title, and grade of the job for which applying.
2. Full name, mailing address (with zip code) and day and evening phone numbers (with area code).
3. Social Security Number.
4. Country of citizenship (United States citizenship is required).
5. Veterans' preference, if eligible.
6. Highest federal civilian grade held, including series and dates held.
7. High School - name, city and state (with zip code), and date of diploma or GED.
8. Colleges or universities - name, city, and state (with zip code), major(s), type and year of any degree received (if no degree, show total credits earned and indicate whether semester or quarter hours).
9. Work experience (include the following information for paid and non-paid public or private sector work experience relating to the job for which applying); job title (include series and grade, if Federal service); duties and accomplishments; employer's name and address; supervisor's name and phone number; starting and ending dates (month/year); hours per week; and salary. Indicate whether we may contact your current supervisor.
10. Job-related training courses (title and year).
11. Job-related skills (i.e. other languages, computer software/hardware, tools, machinery, typing speed, etc.)
12. Job-related certificates and licenses (current only).
13. Job-related honors, awards, and special accomplishments; for example, publications, memberships in professional or honor societies, leadership activities, public speaking and performance awards (give date, but do not send documents).
14. If a current or former federal employee, a statement indicating whether

you have received a separation incentive; if so, provide date.

APPLICANTS WILL NOT RECEIVE ANY COMMUNICATION FROM THIS OFFICE CONCERNING THE STATUS OF THEIR APPLICATION UNTIL IT IS RATED. ALL APPLICANTS WILL THEN RECEIVE A WRITTEN NOTIFICATION LETTER, SOMETIMES CALLED A NOTICE OF RATING. PHONE CALLS CONCERNING THE STATUS OF YOUR APPLICATION ARE DISCOURAGED.

Failure to submit any of the above required information may result in your not receiving consideration for this position. All documents must be submitted by mail to the address listed below:

Department of the Navy
Human Resources Service Center Capital
Nebraska Avenue Complex, Bldg 20
291 Cryptologic Court, NW
Attn: Delegated Examining Unit, Code 52
Washington, DC 20393-5442
POINT OF CONTACT: Diann Dodge, 202-764-1240
VISIT OUR WEB SITE: www.donhr.navy.mil

For additional information about this position please contact:

Contact: DIANN DODGE
202-764-1240

Please submit your application package to:
DEPARTMENT OF THE NAVY
NEBRASKA AVENUE COMPLEX
291 CRYPTOLOGIC COURT NW
DEU, CODE 52
WASHINGTON, DC 20393

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

***PRINT INFO:***

Most web browsers support an option to print the document that is displayed on the screen. Simply choose the option to print the document (usually located under the file option) and then choose the option to print. How the document prints is dependent on the printer you are using.

If you are on a local area network (LAN) then you may need to select a printer before you can print. An option to do this is normally available in the same area that you choose to print a document.

You will also need to make sure that the printer is powered on, "on line", and has paper available to print on.

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